



**Franklin City Council Agenda
February 12, 2024
Council Chambers
207 West Second Avenue
Franklin, Virginia 23851**

**7:00 P.M.
Regular Meeting**

CALL TO ORDER. MAYOR ROBERT L. CUTCHINS
PLEASE TURN OFF CELL PHONES. MAYOR ROBERT L. CUTCHINS
PLEDGE OF ALLEGIANCE
CITIZEN'S TIME
AMENDMENTS TO AGENDA

1. CONSENT AGENDA:

- A. Introduction of New Employees
- B. Approval of January 22, 2024 minutes
- C. Black History Month Resolution 2024-02
- D. Benefit Program Specialist Appreciation Month 2024-03

2. FINANCIAL MATTERS

- A. Budget Amendment 2024-12

3. OLD/ NEW BUSINESS:

- A. Summit Zoning Compliance Affirmation
- B. Franklin City School Board – Ward 6 Public Hearing
- C. Franklin City Public Schools Carryover Discussion
 - a. Budget Amendment 2024-13
- D. Social Services Building
- E. City Manager's Report

4. COUNCIL/STAFF REPORTS ON BOARDS/COMMISSIONS

5. CLOSED SESSION

I move that the City of Franklin, Virginia City Council adjourn into a closed meeting pursuant to Virginia Code Section 2.2-3711-A-1, 1. discussion of appointments to boards and commissions, and discussion of performance of employees of the public body to discuss the following subject or subjects:, the appointment of an Interim City Manager, and Franklin City School Board, Industrial Development Authority, HRPDC Community Advisory Committee, Board of Zoning Appeals, Board of Building Appeals, Southview Cemetery Advisory Committee, Historic Preservation Commission, Beautification Commission, Franklin Southampton Economic Development, Family Assessment and Planning Team.

2.2-3711-A-1- 3. Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body specifically regarding City owned property on Morton Street.

6. ADJOURNMENT

City of Franklin School Board Ward 6 Interview Meeting Minutes

January 22, 2024

Call to order

The Franklin City Council held a Closed Session for the Franklin City School Board Ward 6 Interview on January 22, 2024 at 5:30 P.M. in the City Council Chambers located at 207 West Second Avenue, Franklin, Virginia 23851.

Council Members in Attendance: Robert “Bobby” Cutchins, Mayor; Wynndolyn Copeland, Vice-Mayor; Councilman Mark Kitchen; Councilwoman Jessica Banks; Councilman Gregory McLemore; Councilman Ray Smith; Councilman Linwood Johnson (5:38 P.M.).

Council Members not in Attendance:

Staff in Attendance: Amanda Jarratt, City Manager.

Councilman Mark Kitchen made a motion to go into closed session, with a second from Vice-Mayor Wynndolyn Copeland.

The motion carried the vote 6-0

The vote was as follows:

Councilman Linwood Johnson	Absent
Vice-Mayor Wynndolyn Copeland	Aye
Councilman Mark Kitchen	Aye
Mayor Bobby Cutchins	Aye
Councilwoman Jessica Banks	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Aye

Mayor Robert “Bobby” Cutchins affirmed the motion carried unanimously.

Motion Upon Returning to Open Session

Councilman Mark Kitchen moved that the City of Franklin, Virginia City Council certify that, to the best of each member’s knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting held on January 22, 2024, meeting were hear, discussed or considered by the City of Franklin, Virginia Council; and (ii) no action was taken in closed meeting regarding the items discussed. The motion was seconded by Vice-Mayor Wynndolyn Copeland.

The motion carried the vote 7-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Vice-Mayor Wynndolyn Copeland	Aye
Councilman Mark Kitchen	Aye
Mayor Robert “Bobby” Cutchins	Aye
Councilwoman Jessica Banks	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Aye

The January 22, 2024 City Council Closed Session was adjourned at 6:00 P.M.

Mayor

Clerk to City Council

FY 25 Agencies & Organization Work Session Meeting Minutes January 22, 2024

Call to order

The Franklin City Council held a Work Session for the FY25 Agencies & Organization Budget Requests on January 22, 2024 at 6:00 P.M. in the City Council Chambers located at 207 West Second Avenue, Franklin, Virginia 23851.

Council Members in Attendance: Robert “Bobby” Cutchins, Mayor; Wynndolyn Copeland, Vice-Mayor; Councilman Linwood Johnson; Councilman Mark Kitchen; Councilwoman Jessica Banks; Councilman Gregory McLemore; Councilman Ray Smith.

Council Members not in Attendance:

Staff in Attendance: Amanda Jarratt, City Manager; Haleigh Pinto, Administrative Assistant, recording minutes.

Other Staff in Attendance: Steve Patterson, Chief of Police; Vernie Francis, Chief of EMS; Rachel Trollinger, Director of Finance; Camara Jacobs, Director of Human Recourses; Matthew Jezierski, Director of IT; Zachary Wright, Director of Power & Light; Arisha Jones, Tourism Manager

Mayor Robert Cutchins called the January 22, 2024 Work Session meeting to order at 6:00 P.M.

Agencies & Organizations Fiscal Year 2025 Budget Request

City Manager Amanda Jarratt stated this will be the first of several budget sessions for the 2025 fiscal year. City Manager Amanda Jarratt informed Council of a spreadsheet which shows historical contributions to Agencies and Organizations that have been completed through the budget process. City Manager Amanda Jarratt stated that Council has received multiple request from Agencies and Organizations that have signed up to present information to Council. Not all of the agencies and organizations will be present this evening to speak and is not required of them to do so. Those that are here, will present what their organization offers for the residents and what they are requesting. Each of the listed organizations and agencies has sent all the required documents to request funds from the City of Franklin.

CITY OF FRANKLIN, VIRGINIA CONTRIBUTIONS TO AGENCIES & ORGANIZATIONS									
Name of Organization (City Council Budget)	Requested	Adopted	Adopted	Requested	Adopted	Requested	City Manager Recommendation - For Council Approval	Change Requested	Percent
	FY 2021-2022	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2023-2024	FY 2024-2025	FY 2024-2025	Increase (Decrease)	Increase (Decrease)
Blackwater Community Events	\$ 6,500.00	\$ 6,500	\$ 6,500		\$ 6,500	6,500		(6,500)	-100%
Boys & Girls Club	7,500	4,500	4,500	7,500	4,500			#DIV/0!	
Chesterfield County Fire & EMS Med Flight	100	-	-	900	-			#DIV/0!	
Children's Center	9,400	-	-	9,400	-			#DIV/0!	
Colet's	9,400	-	1,000	20,000	500			#DIV/0!	
Downtown Franklin Association	\$5,280	6,500	-	-	-			-	0%
Endeavour	3,400	-	-	-	-	4,342		(4,342)	-100%
Fifth District CASA Program-Voces for Kids	9,000	1,800	1,800	15,000	2,000			#DIV/0!	
Franklin Experience Inc.	6,500	5,000	5,000	6,500	5,900	10,000		(10,000)	-100%
Franklin/ Southampton County Fair (new for FY25)						10,000			
Genevieve Shelter	10,000	4,500	4,500	15,000	4,500	10,000		(10,000)	-100%
H. R. Military & Federal Facilities Alliance	4,131	4,131	4,131	4,032	4,032	3,994		(3,994)	-100%
Hampton Roads Workforce Council (Opportunity Inc.)	2,123	2,123	2,056	2,056	2,056	2,056		(2,056)	-100%
H. D. C. C.	13,000	13,000	13,000	13,650	13,000	13,000		(13,000)	-100%
Rauis Museum Arts + Net Grant	18,000	9,000	9,000	18,000	9,000	18,000		(18,000)	-100%
Senior Services of Virginia	10,000	6,000	6,000	57,338	6,000			#DIV/0!	
Smart Beginnings Western Tidewater	19,000	18,000	18,000	18,000	18,000	15,000		(15,000)	-100%
STQP Incorporated	9,148	1,000	1,000	-	3,000			#DIV/0!	
Virginia Legal Aid Society, Inc.	4,684	-	-	-	-	5,674		(5,674)	-100%
Western Tidewater Free Clinic	40,800	3,600	3,600	48,981	3,600	57,968		(57,968)	-100%
Franklin Southampton Econ Development, Inc.						100,000		(100,000)	-100%
Totals	\$ 314,713	\$ 76,654	\$ 71,067	\$ 224,337	\$ 170,668	\$ 243,540		\$ (243,540)	-98%

* Mr. Steve Zollos, Chief Executive Officer of Senior Services of Southeastern Virginia presented requesting \$56,000.00 in funds.

- * Mr. Karl Heck, President/CEO of the Franklin Southampton Economic Development, Inc. presented requesting \$100,000.00 in funds.
- * Dr. Corey McCray, President of Camp Community College presented requesting \$13,000.00 in funds.
- * Mr. Ben Neal, Library Director, Director of the Blackwater Regional Library presented requesting \$268,243.00 in funds.
- * Dr. Alysia Pack, DNP, APRN, FNP-C, Board Member of the Western Tidewater Free Clinic presented requesting \$57,968.00 in funds.
- * Sandra Heeren, Board Member of the Southampton County Fair presented requesting \$10,000.00 in funds.
- * Liz Burgess, President of The Franklin Experience, Inc. presented requesting \$10,000.00 in funds.

No action taken at this time.

Adjournment

Councilwoman Jessica Banks made a motion to adjourn the January 22, 2024 Work Session with a second from Vice-Mayor Wynndolyn Copeland.

The motion carried the vote 7-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilman Mark Kitchen	Aye
Councilwoman Jessica Banks	Aye
Vice-Mayor Wynndolyn Copeland	Aye
Mayor Robert Cutchins	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Aye

Mayor Robert Cutchins affirmed the motion carried.

The January 22, 2024 Agencies & Organization Budget Request Work Session was adjourned at 6:45 P.M.

Mayor

Clerk to City Council

Regular City Council Meeting Minutes January 22, 2024

Call to order

The Franklin City Council held a regular City Council meeting on January 22, 2024 at 7:00 p.m. in the City Council Chambers located at 207 West Second Avenue, Franklin, Virginia 23851.

Council Members in Attendance: Robert “Bobby” Cutchins, Mayor; Wynndolyn Copeland, Vice-Mayor; Councilman Linwood Johnson; Councilman Mark Kitchen; Councilwoman Jessica Banks; Councilman Gregory McLemore; Councilman Ray Smith.

Council Members not in Attendance:

Staff in Attendance: Amanda Jarratt, City Manager; Haleigh Pinto, Administrative Assistant recording minutes.

Other Staff in Attendance: Steve Patterson, Chief of Police; Vernie Francis, Chief of EMS; Rachel Trollinger, Director of Finance; Camara Jacobs, Director of Human Resources; Matthew Jezierski, Director of IT; Zachary Wright, Director of Power & Light; Arisha Jones, Tourism Manager

Citizen’s Time

Mr. Michael Thomas of 205 Country Club Road, Franklin, Virginia, brought to Council his concern regarding the street markings not being visible at night as well as inquiring who his Council member was.

Amendments to Agenda

No amendments to the agenda.

Consent Agenda:

- A. Approval of January 8, 2024 Meeting Minutes

Mayor Robert Cutchins asked if there were any corrections or additions for the January 8, 2024 meeting minutes. Mayor Robert Cutchins entertained a motion to approve the January 8, 2024 meeting minutes as presented. Councilman Mark Kitchen made a motion to approve the January 8, 2024 meeting minutes with a second from Councilwomen Jessica Banks.

The motion carried the vote 6-1-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilman Mark Kitchen	Aye
Councilwoman Jessica Banks	Aye

Vice-Mayor Wynndolyn Copeland **Aye**

Mayor Robert Cutchins **Aye**

Councilman Ray Smith **Abstained**

Councilman Gregory McLemore **Aye**

Mayor Robert Cutchins affirmed the motion carried.

B. Future Business Leaders of America - Phi Beta Lambda Week Resolution 2024-01 (Read by Councilwoman Jessica Banks)

Franklin High School

FBLA

310 Crescent Drive
Franklin, VA 23851

Adviser: Shonna Rawlings

President: Phnon McDonald-Hicks

Vice President: Daliyah Holliday

**FBLA Proclamation
#2024-1**

WHEREAS, Future Business Leaders of America-Phi Beta Lambda is a nonprofit educational organization whose first chapter was established in Johnson City, Tennessee, in 1942; and

WHEREAS, this organization has grown now to encompass over 250,000 members and advisers nationwide in middle schools, high schools, colleges, universities, career and technical schools, and private business schools; and

WHEREAS, FBLA-PBL inspires and prepares students to become community-minded business leaders in a global society through relevant career preparation and leadership experiences; and

WHEREAS, members perform community service activities and strive to build a student's understanding of the realities of the modern business world; and

WHEREAS, FBLA teaches high school students basic business and leadership principles; and PBL helps university, college, technical, and business school students to make the transition from school to work;

NOW, THEREFORE, I, Robert "Bobby" Cutchins, Mayor of the City of Franklin, do hereby proclaim February 11th through February 17th of 2024, as NATIONAL FBLA-PBL WEEK in the City of Franklin.

Robert "Bobby" Cutchins
Mayor, City of Franklin

Mayor Robert Cutchins entertained a motion to approve Future Business Leaders of America-Phi Beta Lambda Week Resolution 2024-01. Vice-Mayor Wynndolyn Copeland made a motion to approve with a second from Councilwoman Jessica Banks.

The motion carried the vote 7-0

The vote was as follows:

Councilman Linwood Johnson **Aye**

Councilman Mark Kitchen **Aye**

- Councilwoman Jessica Banks** **Aye**
- Vice-Mayor Wynndolyn Copeland** **Aye**
- Mayor Robert Cutchins** **Aye**
- Councilman Ray Smith** **Aye**
- Councilman Gregory McLemore** **Aye**

Mayor Robert Cutchins affirmed the motion carried.

Financial Matters:

A. Budget Amendment 2024-11

City Manager Amanda Jarratt called on Ms. Rachel Trollinger, Director of Finance to present the Budget Amendment 2024-11. Ms. Rachel Trollinger stated be it resolved by the Council of the City of Franklin, Virginia that the 2023-2024 City Budget is hereby amended to:

1. Appropriate School Operating Fund balance to cover FY23 Accounts Payables outstanding as of July 1, 2023 per the audited financial statements; and
2. Appropriate remaining School Operating Fund balance from FY23 to FY24 to cover one time capital costs as requested by the School Board.

	2023-2024 BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
#1			
250 EDUCATION FUND			
REVENUE			
250-3-41050-1000 Restricted Fund Balance	\$ -	\$ 308,656	<u>308,655.75</u>
			<u>308,655.75</u>
EXPENDITURES			
250-4-60000-0001 Instruction	\$ 10,353,469	\$ 10,353,609	140.00
250-4-60000-0002 Admin & Attendance	2,100,523	2,104,121	3,598.00
250-4-60000-0003 Transportation	450,296	452,991	2,694.97
250-4-60000-0004 Operations	1,987,743	2,054,809	67,066.00
250-4-60000-0010 Facilities	-	179,208	179,208.00
250-4-60000-0011 Technology	1,261,970	1,317,919	55,948.78
			<u>308,655.75</u>
#2			
250 EDUCATION FUND			
REVENUE			
250-3-41050-1000 Restricted Fund Balance	\$ 308,656	\$ 891,541	<u>582,885.25</u>
			<u>582,885.25</u>
EXPENDITURES			
250-4-60000-0003 Transportation	\$ 452,991	\$ 612,991	160,000.00
250-4-60000-0010 Facilities	179,208	602,093	422,885.25
			<u>582,885.25</u>

Ms. Rachel Trollinger, Director of Finance asked Dr. Clint Walters, Director of Operations come before Council to answer any questions. City Manager Amanda Jarratt explained to Council that Part #1 is services that have been paid for but not accrued to their books when their Fiscal Year closed on June 30, 2023.

Councilman Ray Smith stated that he believes that Part #2 needs to be reviewed a little bit more. Mayor Robert Cutchins stated that Council could move forward with Part #1 and discuss Part #2 at the next Council Meeting. Councilman Linwood Johnson stated that Part #1 and Part #2 is something that Council has done before and discussed at the Joint Session with the School Board. Mayor Robert

Cutchins stated that he would like to see Part #1 move forward and postpone Part #2 to the next meeting to allow Council to discuss and evaluate further. Councilwomen Jessica Banks stated that she agreed that Part #2 should be tabled until the next Council meeting to allow members of the Council discuss.

Councilman Ray Smith made a motion to approve Part #1 of Budget Amendment 2024-11 and postpone Part #2 of Budget Amendment 2024-11 to the next Council meeting with a second from Councilwomen Jessica Banks.

The motion carried the vote 7-0

The vote was as follows:

Councilman Linwood Johnson	Nay
Councilman Mark Kitchen	Aye
Councilwoman Jessica Banks	Aye
Vice-Mayor Wynndolyn Copeland	Aye
Mayor Robert Cutchins	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Aye

Mayor Robert Cutchins affirmed the motion carried.

B. Quarterly Financial Overview

City Manager Amanda Jarratt stated that the City has the second quarter financial reports, these are effective through December 31, 2023 and reflect the first six months of revenue and expenditures. General Property Taxes overall is currently at 5,640,456.00 last year was at 4,956,362.00, which is a 13.80% positive increase. Meals, lodging, and cigarette taxes total are \$2,652,293.00, which is 4.36 % increase from the same time last year. Councilman Ray Smith asked City Manager Amanda Jarratt what the percentage of State Sales Tax the City of Franklin receives. City Manager Amanda Jarratt stated that the City of Franklin receives .5 %. Total revenues for the Airport operating and capital funds are \$136,000.00 which is above target with 71% of budget realized. Total revenues for the Water & Sewer operating and capital funds are \$1,500,000.00 which is on target at 49% of budget. Solid Waste revenue is \$703,000.00 which is on target at 50%. Revenue from the Electric Operating Fund total sales are \$8,200,000.00 and revenue from energy sales are at \$8,000,000.00 which is below target at 44%.

City Manager Amanda Jarratt stated that the City is experiencing strong financial performance from each of the funds.

Old/New Business:

A. Franklin City School Board – Consideration of Appointment

City Manager Amanda Jarratt reminded Council that Mr. McCreary resigned his seat, which his term was through June 30, 2024. City Manager Amanda Jarratt stated that Council held a Public Hearing which is required and no one can be considered if they are not nominated at a Public Hearing. City Manager Amanda Jarratt stated that Council hosted an Interview for the one individual who was nominated at the Public Hearing. City Manager Amanda Jarratt reminded Council that they have three options before them:

1. Choose to appoint the individual who was nominated before them.
2. Choose to think about it and have this item placed on an upcoming Council Meeting Agenda.
3. Or instruct staff to advertise for an additional Public Hearing.

Councilman Mark Kitchen made a motion to appoint Dreama Regula to the unexpired term of the Franklin City Public School Board Ward 6 with a second from Councilman Linwood Johnson.

The motion carried the vote 3-1-3

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilman Mark Kitchen	Aye
Councilwoman Jessica Banks	Nay
Vice-Mayor Wynndolyn Copeland	Abstained
Mayor Robert Cutchins	Aye
Councilman Ray Smith	Abstained
Councilman Gregory McLemore	Abstained

Mayor Robert Cutchins affirmed the motion did not carry.

Councilwoman Jessica Banks made a motion to advertise for a new candidate for Ward 6 of Franklin City School Board with a second from Vice-Mayor Wynndolyn Copeland.

The motion carried the vote 5-2

The vote was as follows:

Councilman Linwood Johnson	Nay
Councilman Mark Kitchen	Nay
Councilwoman Jessica Banks	Aye
Vice-Mayor Wynndolyn Copeland	Aye
Mayor Robert Cutchins	Aye
Councilman Ray Smith	Aye

Councilman Gregory McLemore

Aye

Mayor Robert Cutchins affirmed the motion carried.

B. City Manager's Report

City Manager Amanda Jarratt informed Council that City Staff will advertise for another Public Hearing for the Ward 6 position with City of Franklin School Board. City Manager Amanda Jarratt also wanted to inform Council that there will be more discussion at a later date but she and Dr. Carter had meeting to discuss school funding and operational needs vs. a capital budget which has not existed in the past. City Manager Amanda Jarratt also inform Council that Mr. Karl Heck with the Franklin Southampton Economic Development informed her that the Start-Up Franklin Southampton Program will start receiving applications on February 2, 2024. City Manager Amanda Jarratt stated that she received exciting information from the new Tourism Manager, A'rishia Jones regarding dates of upcoming events; including Spring Fest as well as a Kick Off for the Market on Main which will be on April 20, 2024. City Manager Amanda Jarratt also thanked the Power & Light Department for their quick efforts in restoring power during the power outage.

General Updates

- Staff continues to work on the various capital projects approved by City Council.
 - Kimley Horne has been hired to navigate the HUD Grant process as mentioned in the previous City Council meeting. Our preliminary HUD package has been submitted to HUD and has been referred to final review. HBA has been procured as the architect and the kick off meeting was held on January 3, 2024. Survey work is almost complete. Conceptual design is underway.
 - The staff committee for the courthouse renovation project will consist of Chief Steve Patterson, Chad Edwards, and Lin Darden. The judges, Clerk of Court, and Sherriff's Department in addition to other stakeholders will be consulted throughout the design process. Final conceptual plans are complete and architectural plans will be under development soon.
 - The staff committee met regarding Riverwalk Park.
 - The kayak design is underway. Survey is complete for the kayak launch additional area. We will incorporate this into the site plans.
 - Kayak launch design underway.
 - Flood study (no-rise study) underway. Not all bridge crossings requested from City are available. Awaiting completion of kayak launch to update.
 - At the moment we're currently awaiting the final site plan and kayak launch design before we can move forward with the Joint Permit Application for the VMRC and Corps permits. Once we have the final design in hand, we can prepare the required impacts mapping and update details relating to the VMRC component of the application. It should take us around 2 weeks to finalize the application after the plans are received.
- Staff continues to work with DHCD and Kimely Horn on the Laurel Street CDBG Grant. Client intake and income verifications have begun and contracts are about to be issued. There may be a funding shortage so the Management Team is investigating other sources of funds potentially including HOME Funds.
- Staff continues to meet with regional partners to discuss next steps on the regional radio system as well as violence and crime prevention.
- Three responses were received for the Franklin Southampton radio project and they are currently under review by the review team. Interviews of those firms are being scheduled for the first week in January.

- Staff continues to work with Court Services and our other locality partners for both short and long term solutions to the juvenile detention situation. An RFP to procure an architect to design a potential expansion of Western Tidewater Regional Jail. Mosley Architects has been selected to assist the Western Tidewater Jail Board to conduct the necessary feasibility study. A kick off meeting with Mosely was held on November 20th.
- The Literary Loan process continues with Franklin City Public Schools. The contactor is working on the project and the first draw of funds is underway. A second application was considered earlier on the agenda.
- The Great American Cleanup is scheduled for March 22nd and 23rd in Hampton Roads. Each year over 1,000 volunteers team up to clean up Hampton Roads for the regional two-day event. Volunteers from military commands, local businesses and non-profits join forces with private citizens across Hampton Roads to rid the land and water of litter, tend community gardens and improve public parks. Since 2019, volunteers have cleared more than 196 tons of litter from our environment. Staff would like to organize and register the City of Franklin for the Great American Cleanup.
- City Council held a retreat on March 2nd. The following topics were discussed and will be worked on by staff:
 - Food Trucks
 - Three food trucks have received final approval.
 - Increased Code Enforcement
 - Staff is working on a demolition plan for the posted unsafe structures. We are putting a plan in place to prepare for high grass season. We are working with legal to draft updated ordinances for parking and vehicles.
 - Communication with Franklin City Public Schools
 - We held a joint meeting with Franklin City Public Schools on March 30th. Additional meetings are being scheduled to maintain communication.
 - Increased focus and investment in Public Safety
 - Additional positions are included in the FY 24 budget. The updated radio system project is moving to Phase 2.
 - Historic District
 - Staff is reviewing the ordinance that is in place and providing a list of the individuals that need to be appointed. Staff is waiting on appointments from Franklin City Council.
 - Special Tax Districts
 - Under discussion and research ongoing.
 - Camp Community College Partnerships
 - Under discussion.
 - Improved Communication with the Public through various means
 - A review of the PEG Channel and necessary equipment purchases are underway. Staff is working to update City Clips. Staff is researching other best practices. An Instagram page has been created.

Council/Staff Reports on Boards/Commissions:

No reports at this time.

Closed Session

Councilman Mark Kitchen moved that the City of Franklin, Virginia City Council adjourn into a closed meeting pursuant to Virginia Code Section 2.2-3711-A-1, 1. discussion of appointments to boards and commissions, and discussion of performance of employees of the public body to discuss the following

subject or subjects:, Franklin City School Board, Industrial Development Authority, HRPDC Community Advisory Committee, Board of Zoning Appeals, Southview Cemetery Advisory Committee, Historic Preservation Commission, Beautification Commission, Western Tidewater Regional Jail. The motion was seconded by Vice-Mayor Wynndolyn Copeland.

The motion carried the vote 7-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilman Mark Kitchen	Aye
Councilwoman Jessica Banks	Aye
Vice-Mayor Wynndolyn Copeland	Aye
Mayor Robert Cutchins	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Aye

Mayor Robert Cutchins stated the motion carried the vote.

Motion Upon Return to Open Session

Councilman Mark Kitchen moved that the City of Franklin, Virginia City Council certify that, to the best of each member’s knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting held on January 8, 2024, meeting were heard, discussed or considered by the City of Franklin, Virginia City Council; and (ii) no action was taken in closed meeting regarding the items discussed.

The motion was seconded by Councilman Linwood Johnson.

The motion carried the vote 7-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilman Mark Kitchen	Aye
Councilwoman Jessica Banks	Aye
Vice-Mayor Wynndolyn Copeland	Aye
Mayor Robert Cutchins	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Aye

Mayor Robert Cutchins stated the motion carried the vote.

Vice-Mayor Wynndolyn Copeland made a motion to appoint Ms. Robin Jones to the Southview Cemetery Advisory Committee with a second from Councilwoman Jessica Banks.

The motion carried the vote 7-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilman Mark Kitchen	Aye
Councilwoman Jessica Banks	Aye
Vice-Mayor Wynndolyn Copeland	Aye
Mayor Robert Cutchins	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Aye

Mayor Robert Cutchins stated the motion carried the vote.

Mayor Robert Cutchins made a motion to appoint Ms. Pamela Lease to the Beautification Commission with a second from Vice-Mayor Wynndolyn Copeland.

The motion carried the vote 7-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilman Mark Kitchen	Aye
Councilwoman Jessica Banks	Aye
Vice-Mayor Wynndolyn Copeland	Aye
Mayor Robert Cutchins	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Aye

Mayor Robert Cutchins stated the motion carried the vote.

Councilman Linwood Johnson made a motion to appoint Vice-Mayor Wynndolyn Copeland to the Western Tidewater Regional Jail Authority Board with a second from Councilman Mark Kitchen.

The motion carried the vote 7-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilman Mark Kitchen	Aye
Councilwoman Jessica Banks	Aye
Vice-Mayor Wynndolyn Copeland	Aye
Mayor Robert Cutchins	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Aye

Mayor Robert Cutchins stated the motion carried the vote.

Adjournment

Vice-Mayor Wynndolyn Copeland made a motion to adjourn the January 22, 2024 City Council meeting with a second from Councilwoman Jessica Banks.

The motion carried the vote 7-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilman Mark Kitchen	Aye
Councilwoman Jessica Banks	Aye
Vice-Mayor Wynndolyn Copeland	Aye
Mayor Robert Cutchins	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Aye

Mayor Robert Cutchins stated the meeting stands adjourned.

The January 22, 2024 City Council meeting was adjourned at 7:43 P.M.

Mayor

Clerk to City Council



Celebrating Black History Month Resolution #2024-2

WHEREAS, Black History Month in the United States is a historic tradition beginning in 1926 when historian Carter G. Woodson and the Association of Negro Life and History dedicated the second week in February as “Negro History Week”; and

WHEREAS, in 1976, as part of the nation’s bicentennial, Black History Week was expanded and became established as Black History Month, and is now celebrated all over North America; and

WHEREAS, the rich inventions, courage, resolve, and cultural influences delivered to the nation by African Americans have been traditionally recognized regionally by the state of Virginia; and

WHEREAS, Virginia is home to the longest continuous experience of Black life and culture in the United States spanning more than four centuries, beginning before the first English settlement at Jamestown and through the Revolutionary War, Civil War, Emancipation and the Civil Rights eras; and

WHEREAS, Nat Turner being an enslaved preacher who led a two-day rebellion, known as the Nat Turner Rebellion, of both enslaved and free people in Southampton County, Virginia. The rebellion being suppressed at Belmont Plantation on August 23, 1831 and resulted in state legislatures passing new laws prohibiting education of slaves and free African Americans, restricting right of assembly and other civil liberties for free African Americans.

WHEREAS, Dred Scott, known for Dred Scott v. Sanford, was born into Slavery around 1799 in Southampton County, Virginia. In January 1850 won his freedom, the case being reversed in 1852, making Dred Scott enslaved again, after several appeals, taking the case to the United States Supreme Court, giving Dred Scott and his family freedom on May 26, 1857.

NOW, THEREFORE, BE IT RESOLVE, the City of Franklin celebrates February 2024, as Black History Month and that it calls upon all the City of Franklin’s citizens to observe this month with programs, celebrations, ceremonies, and activities recognizing the amazing and everlasting efforts and accomplishments of African Americans.

Signed this 12th day of February 2024

Robert “Bobby” Cutchins, Mayor



BENEFIT PROGRAMS SPECIALIST APPRECIATION MONTH
Resolution of Appreciation
RESOLUTION #2024-03

WHEREAS, Virginia provided \$16,568,290,585 in benefits to the most vulnerable citizens of the Commonwealth by administering Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF), Medical Assistance, Child Care, General Relief, Auxiliary Grant, Foster Care IV-E, Refugee Cash Assistance, Employment Service Programs and Energy Assistance by local departments of social services; and

WHEREAS, Virginia’s legislature continues to create opportunities to reach more families that may be eligible for benefit programs, and have significantly impacted our economy and the services provided by local Benefit Programs Specialist, calling upon them to creatively promote individual self-sufficiency and personal responsibility; and

WHEREAS, Virginia continues to experience unprecedented implementation of complex policies and procedures in all major benefit programs, as well as, continuing the processes of transition, as agencies make changes to the work environment, working and relying on technology for processing cases and issuing benefits as we move forward as resilient essential employees; and

WHEREAS, Virginia’s 4,045 Benefit Programs Staff (3,515 specialist, 482 supervisors, and 48 Managers) have been at the forefront of public efforts to meet that need, steadily maintaining a high rate of application processing and case management to ensure that those qualified for social services benefit programs receive and continue to receive them; and

WHEREAS, \$168,524,168 was received by TANF recipients to help with household expenses including those participating in Virginia Initiative for Education and Work (VIEW) with employment services and training needs, Emergency Assistance and Diversionary benefits; \$14,817,770 received by SNAP Employment & Training (E & T) participants; \$2,480,145,361 provided in food benefits to SNAP participants; \$13,441,259,053 in medical care and services through several different Medical Assistance Programs; \$318,168,268 for Child Care services; \$33,786,124 for IV-E children under 17 in Foster Care and \$5,289,841 for IV-E young adults (18-21) all served through the Benefit Programs Division and depend on the dedication and commitment of Benefit Programs Specialists; and

WHEREAS, Benefit Programs Specialists provide ethical public service, respect human dignity, demonstrate personal integrity, promote professional excellence, and are responsible for the application of current policy and guidance.

NOW THEREFORE BE IT RESOLVED, on this 12th day of February 2024, the Franklin City Council does hereby commend all Benefit Programs Specialists across the City of Franklin and the Commonwealth of Virginia, for a job well done and recognizes the month of February 2024 as Benefit Programs Specialist Appreciation Month, calling upon all citizens to join in acknowledging their public service contributions.

Robert “Bobby” Cutchins, Mayor

BUDGET AMENDMENT 2024-12

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA that the 2023-2024 City Budget is hereby amended to:

1. *Recognize sponsorship from Franklin Southampton Economic Development Inc (FSEDI) and appropriate funds for use and*
2. *Move ARPA funding from one project to another within the approved project listing.*

	2023-2024 BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
#1			
100 GENERAL FUND			
REVENUE			
100-3-18990-3016 Donations Tourism	\$ 250	\$ 2,750	2,500
			2,500
EXPENDITURES			
100-4-81600-5892 Festival and Events	\$ 13,188	\$ 15,688	2,500
			2,500
#2			
100 GENERAL FUND			
EXPENDITURES			
100-4-71300-8706 Hayden Park Project	\$ 200,000	\$ -	(200,000)
100-4-71300-8704 Riverwalk Park Project	\$ 422,278	\$ 622,278	200,000
			200,000

Certified copy of resolution adopted by Franklin City Council.

Clerk to the City Council

tourism

Sponsorship Registration

Business Name:

Franklin Southampton Economic Development, Inc. (FSEDI)

Mailing Address:

601 N. Mechanic Str, Franklin, VA 23851

Contact Number:

757-562-1958

Email Address:

Karl Heck

Contact Person:

kheck@franklinsouthamptonva.com

Sponsorships: (Please check the sponsor level desired for each respective event you wish to sponsor)

Spring Fest - Event Date 04/20/24

Gold - \$1000 _____ Silver - \$500 _____ Bronze - \$250 _____

Juneteenth Cultural Celebration - Event Date 06/22/24

Gold - \$1000 _____ Silver - \$500 _____ Bronze - \$250 _____

Independence Day Celebration - Event Date 07/03/24

Gold - \$1000 _____ Silver - \$500 _____ Bronze - \$250 _____

Third Thursday's Summer Concert Series - Event Dates 6/20, 7/18, 8/15, 9/18

Gold - \$1000 _____ Silver - \$500 _____ Bronze - \$250 _____

Fall Festival - Event Date 09/28/24

Gold - \$1000 _____ Silver - \$500 _____ Bronze - \$250 _____

Holiday Open House & Craft Fair - Event Date 11/09/24

Gold - \$500 _____ Silver - \$250 _____ Bronze - \$100 _____

Platinum Bundle Sponsorship

Platinum - \$2,500 X

STAFF REPORT

APPLICATION SUMMARY:

Application:	Application of Ryan Homes for approval of architectural building design pursuant to conditional zoning.
Location:	The property is located on the east side of N. College between Sycamore Road and Meadowridge Apartments in the City of Franklin.
Parcel ID:	#104-222-B1
Election District:	Ward 6

BACKGROUND:

The property was conditionally rezoned by City Council on October 17, 2005. A copy of the approved conditions and the streetscape/rendering package is attached for reference.

Utilities are substantially complete, and the first 6-unit building was constructed by the original developer before the project went dormant due to the economy. The property was later deeded to Paul D. Camp Community College, whom has arranged to maintain the existing building and sale the remaining property for development.

DESCRIPTION:

The applicant/builder, Ryan Homes is proposing to construct The Summit condominium development, in partnership with Associated Contracting, developer and purchaser of the property. Since the remaining units will be constructed by Ryan Homes instead of the initial developer, Ryan Homes is proposing the attached renderings and materials designed to meet the proffered conditions.

These renderings are being referred to City Council to determine substantial conformity, consistent with the requirements for conditional zoning and specific to the following conditions of zoning approval:

- Condition 8g, states that no less than three residential floor plans will be offered, which also have differences in choice of elevations, rooflines and exterior colors.
- Condition 8h, states that exterior materials and finishes such as brick, stone, wood, clapboard, cedar shakes, stucco, hardy plank and high vinyl shall be used on the exterior of all buildings. Flat corrugated sheet metal will not be used for exterior siding. Exterior covering materials shall extend to the ground, except that when masonry perimeter foundation is used, the exterior covering material from the top

of the foundation to the ground will be wrapped with a brick skirt. The foundation will be crawl or a minimum of 16-inch, built-up slab. Architectural grade shingles will be used on the roofs of all units.

- Condition 8i, states that garage fronts will be de-emphasized and will not be the most prominent architectural features of the townhouse. Side access garages or L-shaped floor plans with rear loading garages (off alley) may be utilized.

ORDINANCE REVIEW:

Section 28.7 Conditional Zoning of the Franklin City Zoning Ordinance authorizes conditional zoning whenever it appears that the zoning methods and procedures provided for elsewhere in this ordinance may prove to be inadequate in regard to a particular zoning reclassification, and when a more flexible and adoptable zoning method is deemed necessary, amendments to this ordinance may be allowed subject to certain conditions proffered by the zoning applicant for the protection of the city that are not generally applicable to land similarly zoned.

Upon approval of an application and proffered conditions, any site plan, subdivision plat or development plan thereafter submitted for the development of the property in question shall be in substantial conformity with all proffered statements, plans, profiles, elevations or other demonstrative materials and no development shall be approved by any city official in the absence of such substantial conformity. For the purpose of this subsection "substantial conformity" means that level of conformity which leaves a reasonable margin for adjustment due to final engineering data but which conforms with the general nature of the development, the specific uses and the general layout depicted by the plans, profiles, elevations and other demonstrative materials presented by the applicant.

There shall be no amendment or variation of conditions created pursuant to the provisions of subsection 28.7 until after public hearings before the planning commission and city council advertised pursuant to the provisions of Code of Virginia, § 15.2-2204.

The Code of Virginia section 15.2-2302B. states that there shall be no such amendment or variation of any conditions proffered until after a public hearing before the governing body. However, **where an amendment to such proffered conditions is requested and where such amendment does not affect conditions of use or density, a local governing body may waive the requirement for a public hearing (i) under this section and (ii) under any other statute, ordinance, or proffer requiring a public hearing prior to amendment of such proffered conditions.**

COMPREHENSIVE PLAN:

N/A

AGENCY/DEPARTMENT COMMENTS:

N/A

STAFF RECOMMENDATION:

Staff recommends approval of the application as submitted without the need for a public hearing consistent with the Code of Virginia section 15.2-2302B.

ATTACHMENTS:

- Application
- Architectural Package
- Approved Conditions of Zoning
- Streetscape/Rendering Package

DEPARTMENT OF COMMUNITY DEVELOPMENT



PLANNING AND ZONING
207 WEST SECOND AVENUE
Franklin, Virginia 23851
(757) 562-8682

CASE # RZ 01 - 24 **Application for Rezoning** DATE: 1/26/24

ALL APPLICATIONS MUST BE ACCOMPANIED BY NO LESS THAN 8 COPIES OF THE PROPOSAL.

PROJECT TYPE (s): Residential; Commercial; Mixed Use; Industrial

CURRENT ZONING: C-R-3 PROPOSED ZONING : N/A CONDITIONAL: YES; NO
**Application to request approval of architectural renderings consistent with approved conditional zoning.*

TOTAL ACRES: N/A; PROPOSED # OF HOUSING UNITS: N/A; # OF HOUSING UNITS PER ACRE: N/A

% OF OPEN SPACE AREA FOR RECREATIONAL USE OR COMMUNITY FACILITIES SUCH AS WALKING PATHS, BIKE AND EXERCISE TRAILS, PLAYGROUNDS, SWIMMING POOLS, GYMNASIUMS, PLAYING FIELDS, TENNIS OR BASKETBALL COURTS, GARDENS, LANDSCAPED AREAS AROUND DWELLINGS AND OTHER BUILDINGS OR SIMILAR USES. N/A %.

Applicant Ryan Homes Phone Number 757-389-6208
 Address 4525 South Blvd Suite 100 City Virginia Beach State VA Zip 23322
 CHECK ONE: Design Professional; Owner; Agent; Contract Purchaser;

Owner Summit RDJ, LLC Phone Number 757-235-4500
 Address 3303 Airline Blvd City Portsmouth State VA Zip 23701

GENERAL DESCRIPTION OF PROPOSED DEVELOPMENT; Architectural Package for townhouse condominium development to determine compliance with specific conditions of zoning.
 Enclosed: Fiscal Impact Analysis; Traffic Impact Analysis

PROJECT TITLE: The Summit Design Professional: Ryan Homes Ph# _____
 THE REZONING REQUEST MUST BE ACCOMPANIED BY THE APPROPRIATE FEE.
 REZONING FEE: \$500 PLUS THE COST OF THE REQUIRED ADVERTIZING
 CONDITIONAL REZONING \$600 PLUS THE COST OF THE REQUIRED ADVERTIZING

APPLICANT'S NAME (PRINT): ADAM EDBAUER
 APPLICANT'S SIGNATURE:  DATE: 1/31/2024

FOR OFFICE USE ONLYCHECKS ARE TO BE MADE PAYABLE TO: **TREASURER CITY OF FRANKLIN**

(Comments) _____
 Submittal Received by: _____
 Community Development Staff

Date Received: _____

The Summit

ARB Package

Poplar

6 Unit Building Concept



Building Materials



Materials:

- ◆ **Brick/Stone Skirt**
- ◆ **Brick/Stone to Grade**
- ◆ **Upgraded Vinyl Siding**
- ◆ **.042 Vortex Vinyl Siding**
- ◆ **Upgraded Accent Siding**
- ◆ **Shake**
- ◆ **Board & Batten**
- ◆ **30 Year Architectural Shingle on all roof space**
- ◆ **White PVC Trim**
- ◆ **Accent Shutters**
- ◆ **PVC Gable Accent Features Available**
- ◆ **Carriage Style Garages with Accent Window Feature**
- ◆ **Concrete Driveways and Sidewalks**

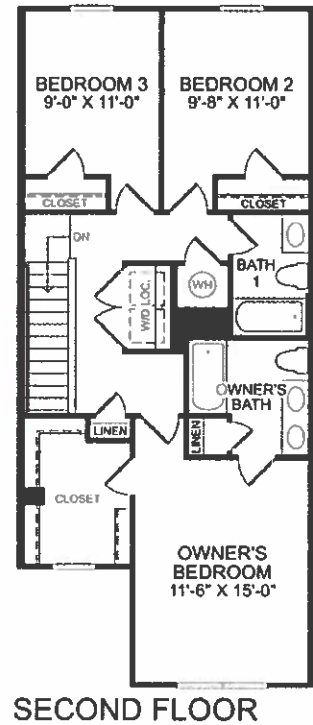
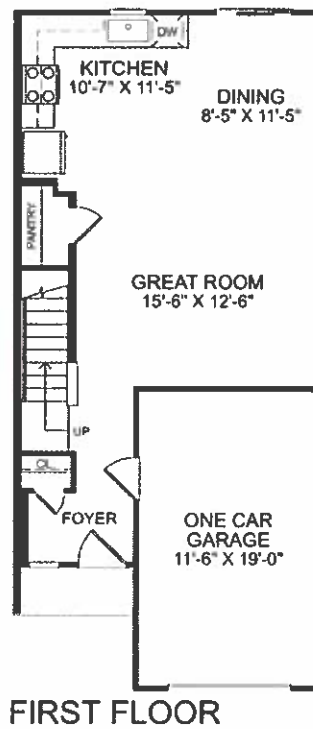
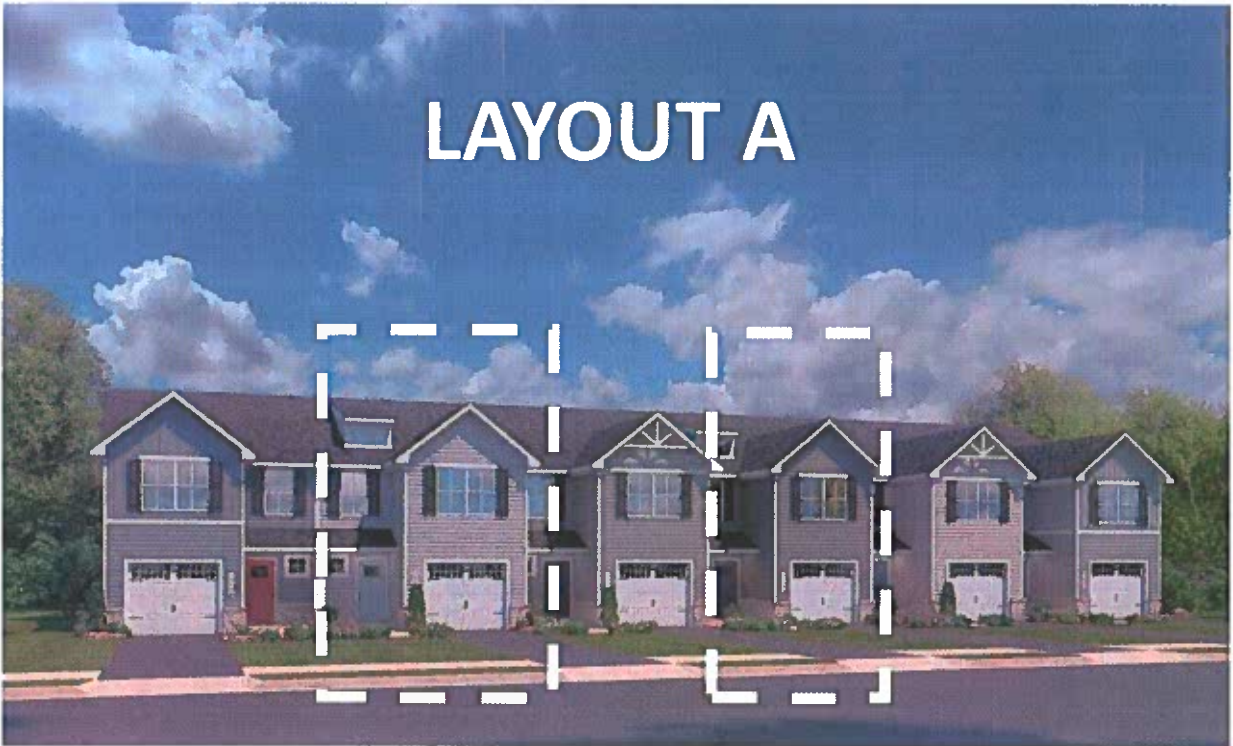
Building Materials

- 30 Year Architectural Shingle
- Accent Shutters
- White PVC Gable Accent Features
- Upgraded Accent Siding
 - Shake
 - Board & Batten

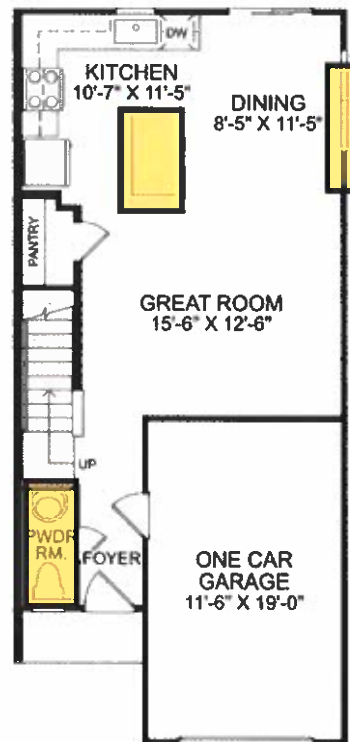


- Brick/Stone Skirt
- Brick/Stone to Grade
- Upgraded 4" (.042) Vinyl Siding
- Carriage Style Garage w/
Accent Window Feature
- White PVC Trim

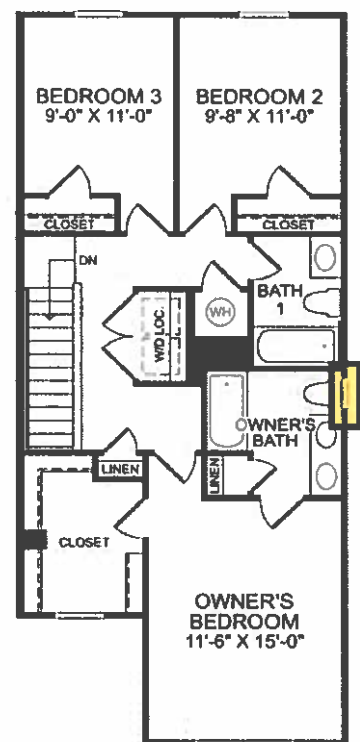
LAYOUT A



End Unit Layout



FIRST FLOOR



SECOND FLOOR

GARAGE PROMINENCE

Based on voluntary proffer 8(i), garage fronts will be de-emphasized and will not be the most prominent architectural features of the townhouse.

Ryan Homes
Percentage of Garage Frontage: 13.7%
No Garage Protrusion
Window Feature in Garage Door



Existing Product
Percentage of Garage Frontage: 14.5%
Garage Protrusion beyond 2nd Floor Framing
No Features in Garage Door

TRI-CITY DEVELOPERS, LLC

Robert T. Williams
President / CEO

Michael T. Haas
Executive VP /
Managing General Partner

VIA FACSIMILE (757-562-7982)

September 26, 2005

Mr. Rowland L. Taylor
City Manager
City of Franklin
207 W. 2nd Avenue
Franklin, VA 23851

Re: Conditional Rezoning Application for "The Meadows"
North College Drive, Franklin, Virginia

Dear Mr. Taylor:

Tri-City Developers, LLC ("Owner") has a contract to purchase 20.47 acres of land on College Drive in Franklin, Virginia from Mr. Hanes Byerly ("Seller") to develop attached single family residential units for sale. The site is currently zoned R-O and R-1-A, which allows for rental unit densities of up to 14.52 dwelling units per acre. By rezoning this property to R-3, we eliminate the possibility of multi-family, rental units from being constructed in the current zone (R-1-A zoning allows for 79 rental apartments right now).

In order to assure that this rezoning meets the requirements for transition areas as outlined in your comprehensive plan, we are requesting to change the current zoning for 17.48 acres of the 20.47 acres to R-3, to permit the construction of single family attached residential for sale at lower densities than are currently permitted under R-3 zoning. This tract of land provides a transitional buffer between the existing rental property to the south and the single family homes to the north and east.

We are prepared to make the following proffers for this project on the condition that the City Council approves our rezoning request to R-3:

1. Maximum density allowed for R-3 zoning is 3,000 square feet per unit. Our master plan for this project will provide a minimum average density of 4,500 square feet per unit. (See attached Master Plan for the Meadows dated July 27, 2005.)
2. Public gravity sanitary sewer will be provided for an area of North College Drive which currently does not have it available.
3. The sanitary sewer lines will be installed via "Jack and Bore" method under N. College Drive.

Mr. Rowland L. Taylor
City Manager
September 26, 2005

4. All water mains will be connected to provide a looped system for Meadow Lane. The importance of this is that it will allow for better water quality, fire protection and pressure. It will also give the City options to bypass when the main line shutdowns are necessary.
5. All project layers will be drawn in Arcview for incorporation into the City's GIS system.
6. Even though the project will be home ownership, there will be a Home Owner's Association (HOA) for professional management and maintenance of all public areas, common areas, BMP's and exterior maintenance enforcement. Also, the HOA will have an Architectural Review Committee (ARC) to approve all structural changes, paint colors, sheds, fences, etc. The ARC design guidelines will be written by the developer, reviewed by the City and incorporated into the Homeowner's document.
7. The Home Owner's covenants and restrictions will prohibit purchasing units for rental purposes. Military and temporary transfers may be considered as a hardship on a case-by-case basis.
8. Owner proffers to use the following residential design guidelines in the development of this property.
 - a. The minimum buffer requirement between conflicting zones will be increased and the natural forested buffer will remain on the Southeast corner of the property.
 - b. Landscaping for entrances, streets, homes and common areas will exceed the minimum required by the City Code and will be shown on the landscape plan submitted with final site plan.
 - c. Percentage of open space, recreational facilities, and other amenities on site will exceed the minimum requirements by the City Code and will include active and passive open space.
 - d. Homeowner or property owners associations are required to maintain all roadway/right-of-way landscaping, pedestrian and bicycle paths within the boundary of the project to the standards of the City ordinance at a minimum.
 - e. Recreational facilities and appropriate links to open space amenities will be provided.
 - f. Pedestrian sidewalks and bicycle trails, including picnic and park areas, will be provided, as appropriate and will be incorporated within the boundaries of the development.
 - g. Not less than three residential floor plans shall be offered which have differences in choice of elevations, rooflines and exterior colors.
 - h. Exterior materials and finishes such as brick, stone, wood, clapboard, cedar shake, stucco, hardy plank and high grade vinyl shall be provided on all exterior elevations of the buildings. Flat or corrugated sheet metal will not be used for exterior siding material on any building. The exterior covering material shall extend to the ground, except that when a solid concrete or masonry perimeter foundation is used, the exterior covering material from the top of the foundation to the ground will be wrapped with a brick skirt. The foundation will be a crawl or minimum of 16" built-up slab. The roof construction on all units will consist of Architectural grade shingles.
 - i. Garage fronts will be de-emphasized and not be the most prominent architectural feature of the house. Side access garages or L-shaped floor plans with rear loading garage (off alley) may be utilized.


Mr. Rowland C. Taylor
City Manager
September 26, 2005

- j. Driveways and walkways shall be constructed of concrete.
- k. Comprehensive Streetscape Package will include guidelines for lighting, signage, landscaping and street trees, in conjunction with the City guidelines.
9. Owner proffers the easement required for ingress and egress from existing property to College Drive for the future development of property retained by Seller.
10. For the benefit of the City of Franklin School Board and the S.P. Morton elementary school, Owner proffers to (1) furnish and install a double-wide trailer sufficient to house four (4) classrooms in similar style to the ones currently in use, and (2) renovate and update up to twenty (20) girls and boys bathrooms in the main building of the S.P. Morton elementary school, based on an estimate of \$10,000 per bathroom. This in-kind proffer will be completed to the Department of Education standards.

We look forward to designing, building and maintaining the homes and grounds that will generate a quality of life which will give the homeowner a pride of ownership for years to come.

Thank you for your consideration for this rezoning application.

Sincerely,



Robert T. Williams
President

Cc: Donald Goodwin, Planning Director



Planning Commission Review

Presented by:

Franklin Summit LLC

February 26, 2009

Franklin Summit, LLC

114 North Main Street • Suite 100 • Suffolk, VA 23434

(757)934-8383 • (757)934-6868 Fax

Contents

1. Elevation options
2. Floor plans
3. Metal Fencing for draining ponds
4. Fountain for large draining pond
5. Street light (image and specifications)
6. Playground equipment for park site
7. Gazebo for park site
8. Landscape development plan

Elevation Options



114 North Main Street • Suite 100 • Suffolk, VA 23434
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○ FRANKLIN SUMMIT - FRONT ELEVATION RENDERING
1/8" = 1'-0" ROK 12.19.08



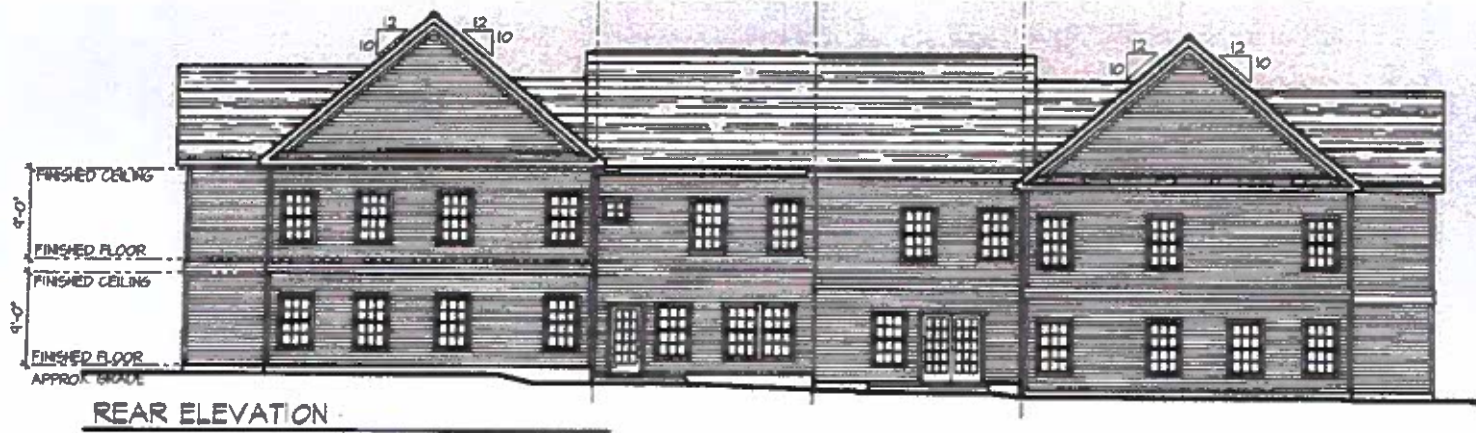


FRONT ELEVATION - OPTION A

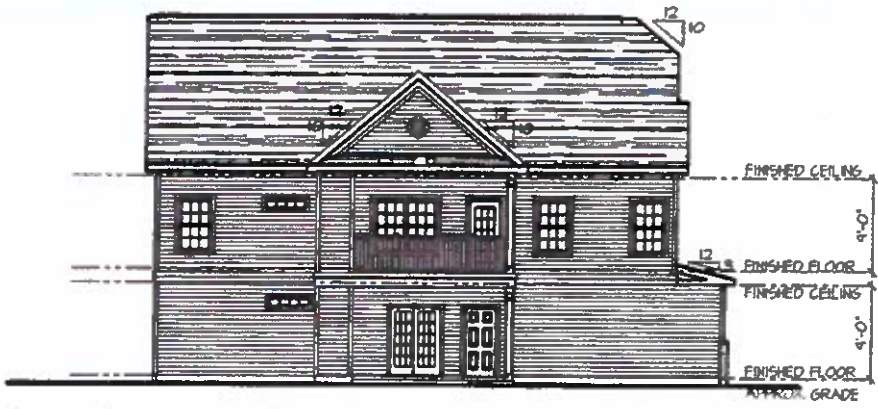


FRONT ELEVATION - OPTION B

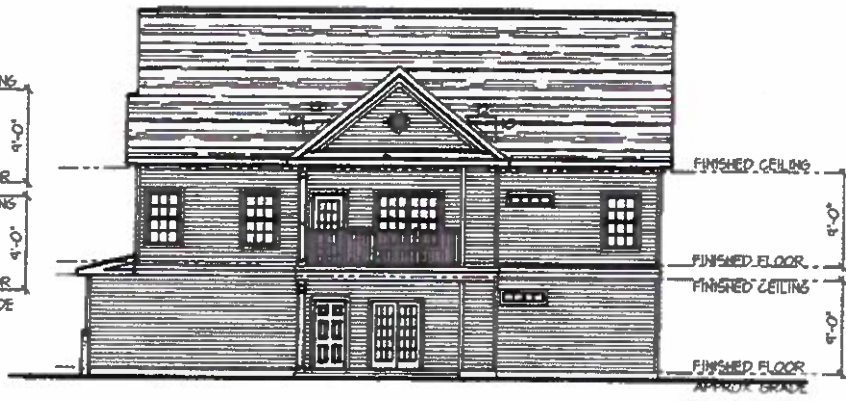




REAR ELEVATION



LEFT SIDE ELEVATION



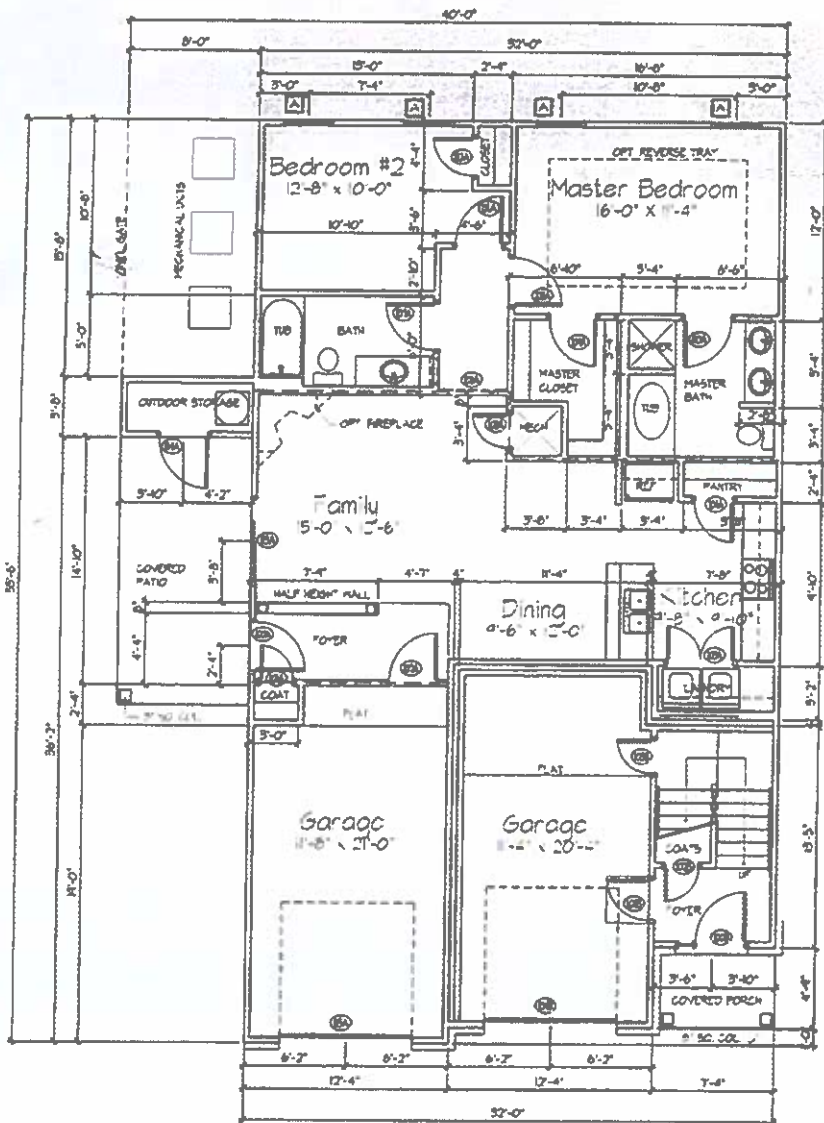
RIGHT SIDE ELEVATION



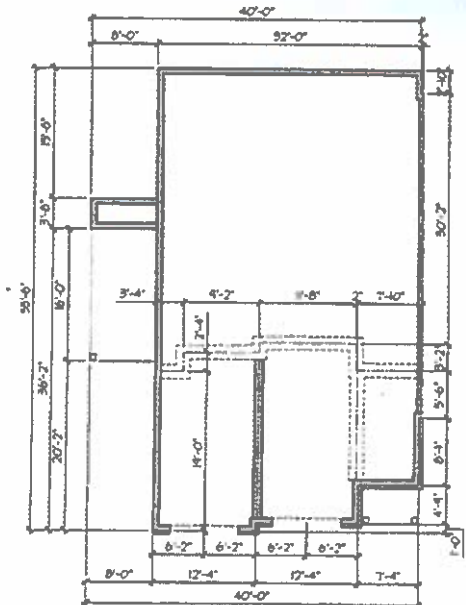
Floor Plans



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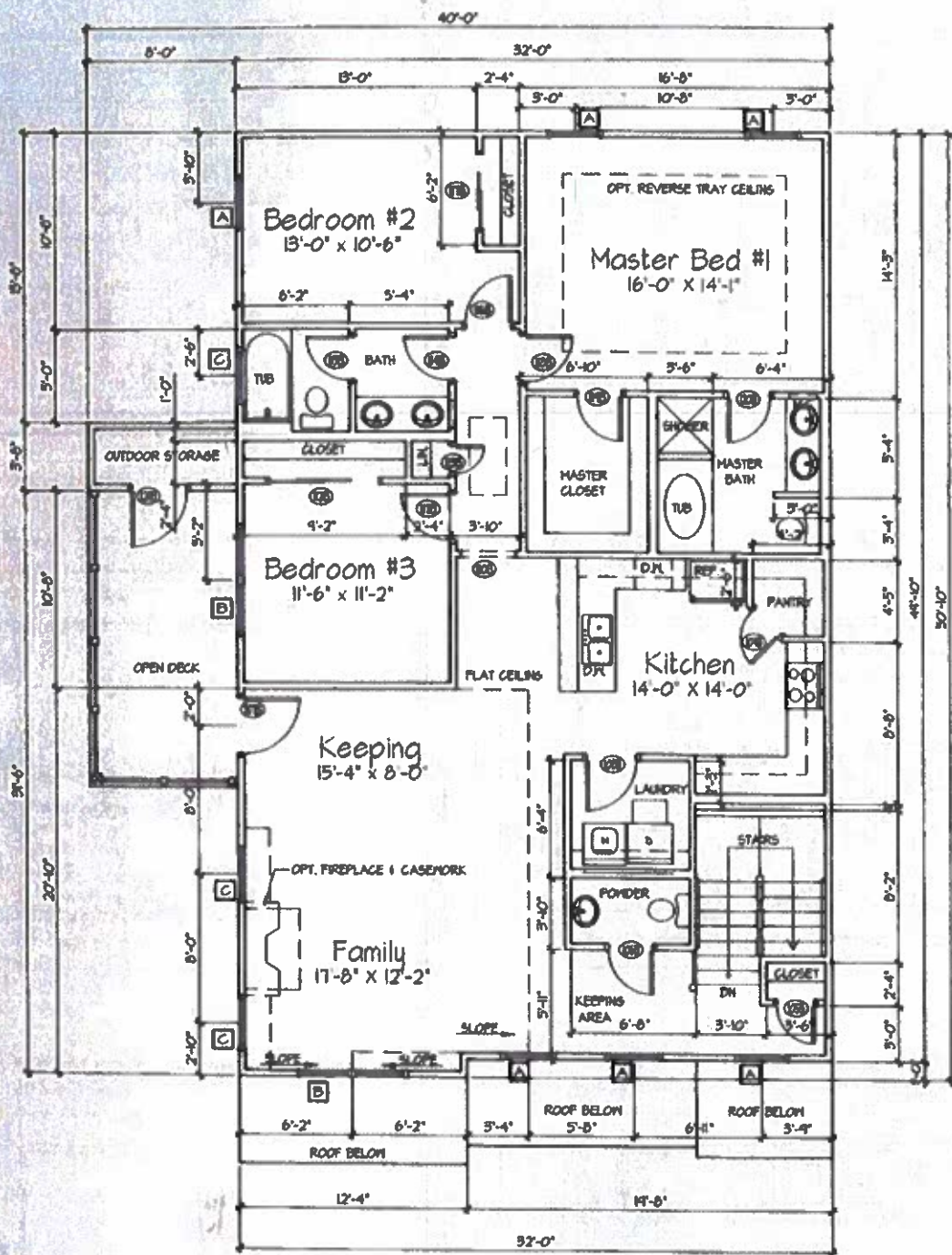
01
FIRST FLOOR PLAN - UNIT A
 1004 sq. ft.
 TYPE A - ACCESSIBLE UNIT



02
FOUNDATION PLAN - UNIT A

The Raleigh



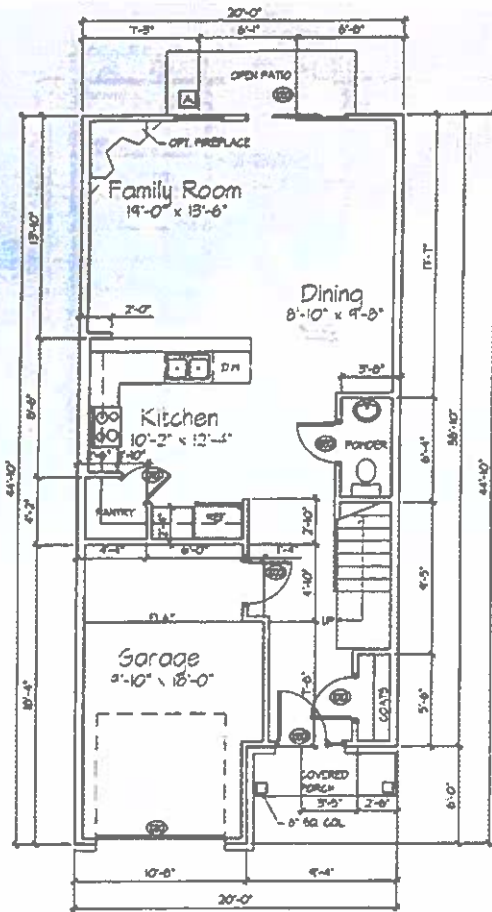


02
A2/A31

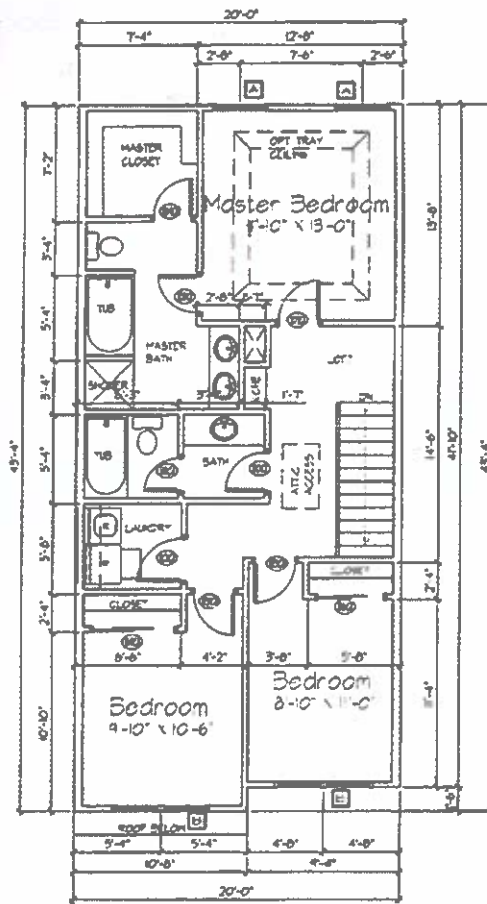
SECOND FLOOR PLAN - UNIT B

1342 NET SQ. FT.

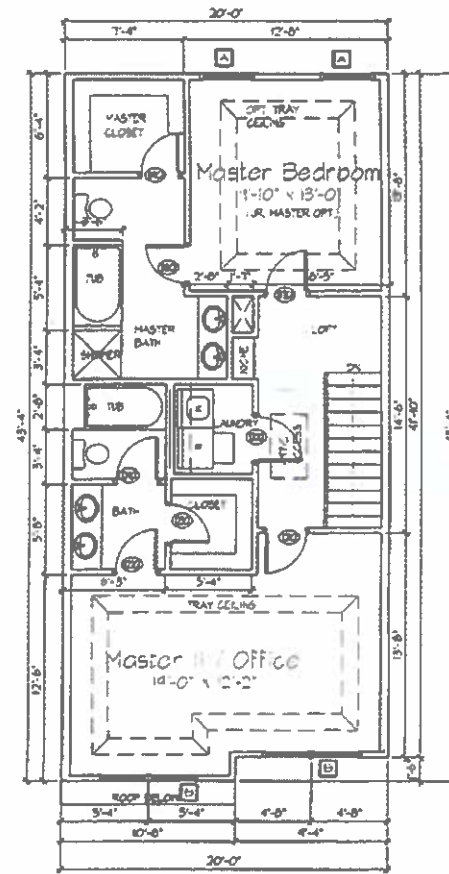




01 FIRST FLOOR PLAN - UNIT C
800 W 50 FT



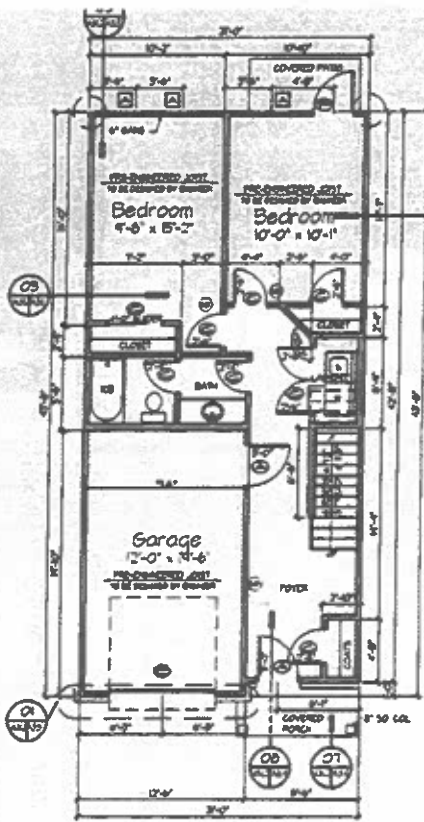
02 SECOND FLOOR PLAN - UNIT C
852 W 50 FT



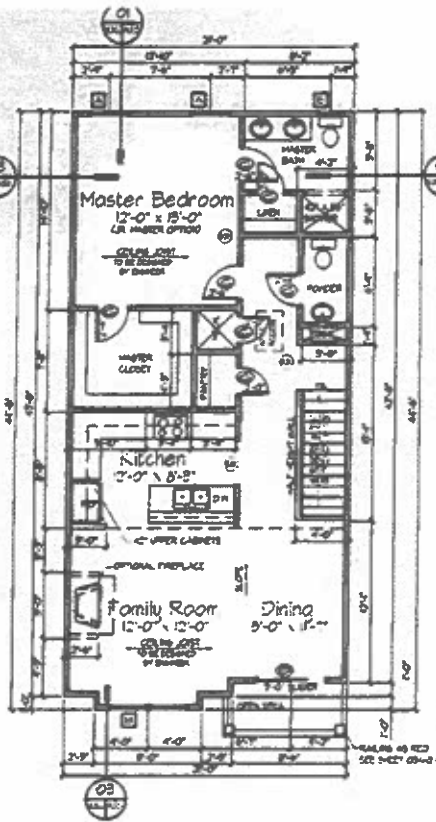
03 SECOND FLOOR PLAN - UNIT C (MASTER II OPT.)
852 W 50 FT

The Charleston

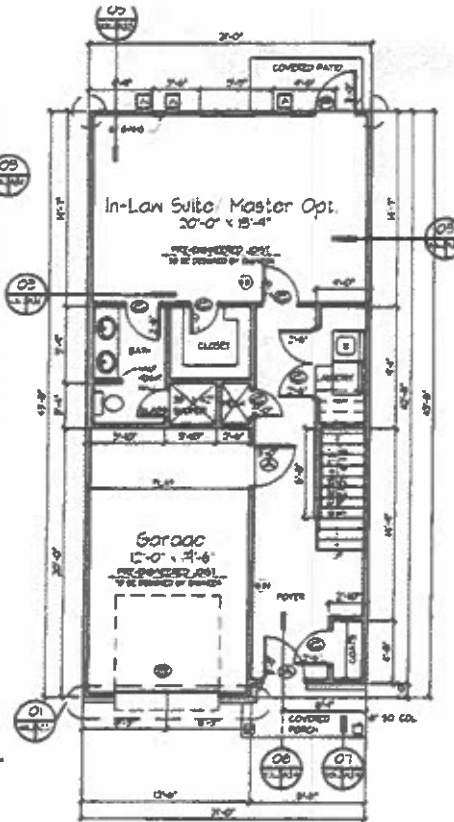




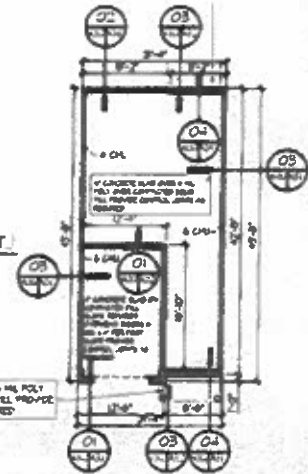
O1 FIRST FLOOR PLAN - UNIT C2
SCALE: 1/8" = 1'-0"
33' 0" W 30' 0" D



O2 SECOND FLOOR PLAN - UNIT C2
SCALE: 1/8" = 1'-0"
33' 0" W 30' 0" D



O3 FIRST FLOOR PLAN - UNIT C2 (IN-LAN SUITE OPT.)
SCALE: 1/8" = 1'-0"
33' 0" W 30' 0" D



4" CONCRETE SLAB OVER A HILL PILING
1/2" POLY LAYER COMPACTED SOLID FILL 1/2" POLY LAYER
CONTROL JOINTS AS REQUIRED

The Trenton



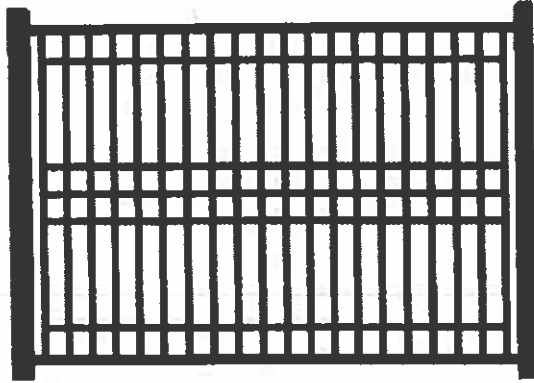
Metal Fencing



114 North Main Street • Suite 100 • Suffolk, VA 23434
(757)934-8383 • (757)934-6868 Fax

Metal Fencing

Check site plan --



Cross members?
"Climbing"

This remarkable new fence was honored at the American Business Awards as winner of the "Best New Product or Service" category. The elegant "Stevie" trophy, as it is known, was presented to Jerith at a ceremony in New York City before 500 attendees. Hailed as "the business world's own Oscars" by the New York Post, the American Business Awards are the first national business awards program honoring great performances in the workplace. The Stevie was designed by R.S. Owens, the same company that makes the Oscars and the Emmys.

Type of Material/Height

Omit cross
members

Fountain



114 North Main Street • Suite 100 • Suffolk, VA 23434

(757)934-8383 • (757)934-6868 Fax

Fountain



Street Light



114 North Main Street • Suite 100 • Suffolk, VA 23434
(757)934-8383 • (757)934-6868 Fax

6

7

8

Playground Equipment



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(757)934-8383 • (757)934-6868 Fax

7

8

Playground Equipment

714-5098



M
MIRACLE
RECREATION EQUIPMENT COMPANY

**FRANKLIN
SUMMIT**

Gazebo for Park Site



114 North Main Street • Suite 100 • Suffolk, VA 23434

(757)934-8383 • (757)934-6868 Fax

Gazebo

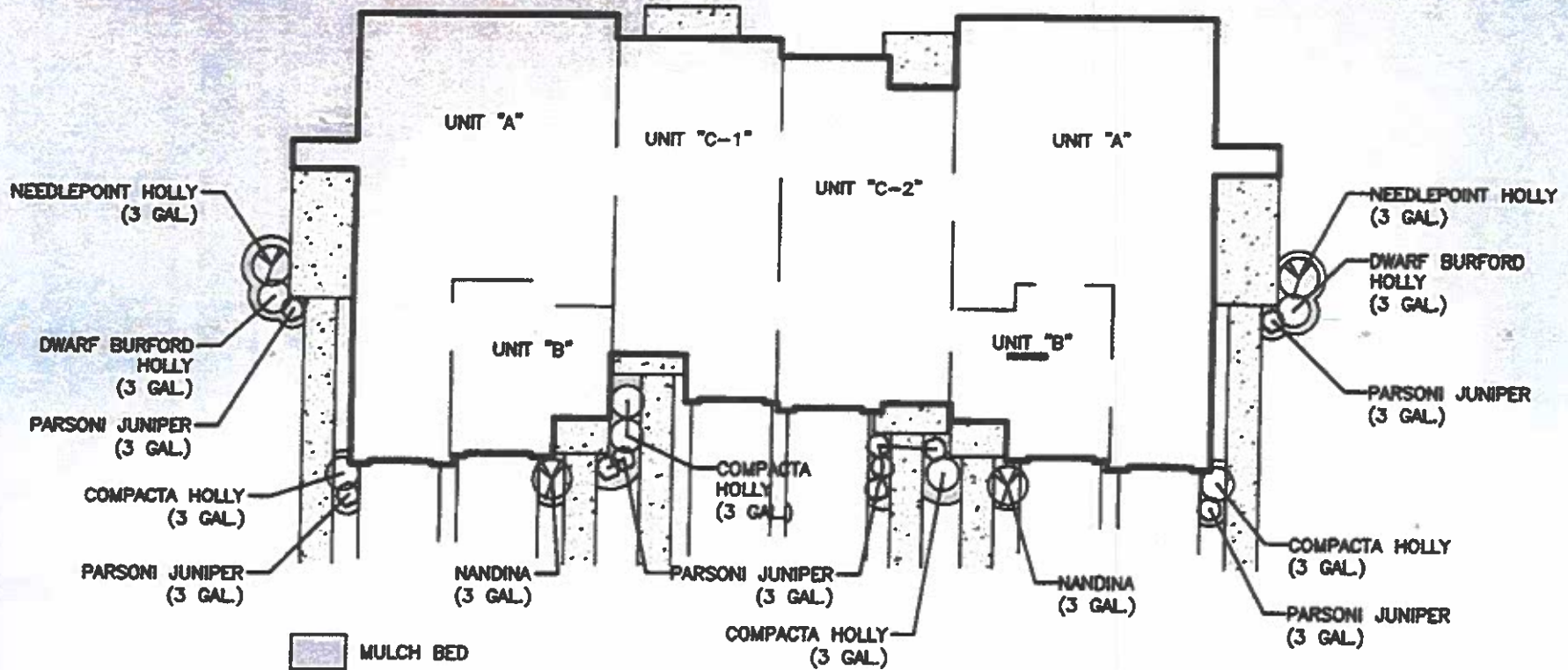


Landscape Development Plan



114 North Main Street • Suite 100 • Suffolk, VA 23434

(757)934-8383 • (757)934-6868 Fax



Franklin Summit – Typical Unit Landscape Detail





*Office of the City Manager
Amanda C. Jarratt*

February 7, 2024

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: Franklin City Public Schools Ward 6 Public Hearing

Background Information

Jerry McCreary tendered his resignation as the Ward 6 representative on the Franklin City School Board. The current term for this position expires on June 30, 2024. Any individuals considered for the Franklin City School Board must be nominated at a public hearing conducted by City Council. This public hearing was properly noticed in the Tidewater News.

Needed Action

Conduct the public hearing and provide direction to staff on scheduling interviews.

Franklin City Public Schools

Department of Operations

Dr. Clint Waters, Director of Operations

February 12, 2024

FY 24 Carryover Request

Requesting Carryover funding to support three capital projects

- S. P. Morton HVAC Renovation - Phase 1
- Franklin High School Auditorium Audio/Visual Upgrades
- Purchase of one (1) diesel bus

SP. Morton HVAC Renovation - Phase 1

Requested funding totals \$399,621.25 in Carryover

At the City Council Meeting on November 27, 2023 and the Joint Meeting held December 14, 2023, plans were shared with City Council regarding the necessary upgrades to the HVAC at S. P. Morton.

City Council adopted a resolution at the November 27, 2023 meeting stating in part, “the City Council of the City of Franklin, Virginia has determined that there is an urgent need to make capital improvements to the City’s school facilities, specifically upgrades to the hvac system at S.P. Morton”

As presented, the total cost for Phase I is \$630,314.50, which will be achieved through braided funding as follows:

- \$399,621.25 in Carryover Funding
- \$189,094.35 in SCAP Grant Funding
- \$41,598.90 in ESSER III Funding

Franklin High School Auditorium Audio/Visual Upgrades

Requested funding totals \$38,220.00 in Carryover

This funding will allow for the purchase of a wall-mounted projector to be placed at the rear of the auditorium and an electric screen to be placed above the stage.

Currently, an AV cart is wheeled in the auditorium and a foldable screen is placed at the front of the stage.

Purchase of One (1) Diesel School Bus

Requested funding totals \$145,014.00 in Carryover

The average lifespan of a school bus is between 12 - 15 years.

FCPS currently has 16 school buses in the fleet in various levels of functionality. Of these 16, 10 buses will be 15 years old at the end of this school year.

Upon delivery of each electric school bus, FCPS is required to destroy a traditionally fueled bus.

1	2020	Blue Bird	64,759
9	2004	Freightliner	139,753
10	2005	Blue Bird	187,038
11	2000	Freightliner	77,481
14	2002	International	131,106
16	1999	Freightliner	86,828
18	2002	International	106,969
20	2004	Thomas	174,730
23	2006	International	125,586
24	2009	Freightliner	147,718
25	2009	Thomas	94,919
26	2011	Freightliner	145,162
27	2014	Freightliner	76,624
28	2018	Freightliner	70,322
29	2019	Freightliner	41,556
30	2019	Freightliner	26,260



BUDGET AMENDMENT 2024-13

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA that the 2023-2024 City Budget is hereby amended to:

1. *Appropriate remaining School Operating Fund balance from FY23 to FY24 to cover one time capital costs as requested by the School Board.*

		2023-2024 BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
	#1			
250 EDUCATION FUND				
REVENUE				
250-3-41050-1000	Restricted Fund Balance	\$ 308,656	\$ 891,541	<u>582,885.25</u>
				<u>582,885.25</u>
EXPENDITURES				
250-4-60000-0003	Transportation	\$ 452,991	\$ 598,005	145,014.00
250-4-60000-0010	Facilities	179,208	617,049	<u>437,841.25</u>
				<u>582,855.25</u>

Certified copy of resolution adopted by Franklin City Council.

Clerk to the City Council



FRANKLIN CITY PUBLIC SCHOOLS

OFFICE OF THE
SUPERINTENDENT

207 West Second Avenue
Franklin, Virginia 23851-1713
(757) 569-8111 • Fax (757) 516-1015

MEMORANDUM

TO: Amanda Jarratt
Franklin City Manager

FROM: Dr. Carlton Carter
Division Superintendent

DATE: February 12, 2024

RE: Request for FY23 Carryover to FY24

The Franklin City School Division requests that the following items be carried over from FY23 to FY24:

Capital Expenditures Planned for FY24 (quotes attached):

Portion of SPM HVAC Replacement	\$399,621.25
FHS Auditorium Audio Replacement	\$ 38,220.00
Diesel School Bus	<u>\$145,014.00</u>
Total capital expenditures	\$582,855.25

The resulting budget amendment entry would be as follows:

<i>Accounting Use Only</i>	<i>School Account</i>	<i>Amount</i>	<i>City Account</i>
Increase Expenditures	Capital Improvements	437,841.25	250-4-60000-0010
Increase Expenditures	Transportation	145,014.00	250-4-60000-0003
Increase Revenues	Restricted Fund Balance	582,855.25	250-3-41050-1000

Franklin City Public Schools is an equal educational opportunity school system. The School Board of the City of Franklin also adheres to the principles of equal opportunity in employment and, therefore, prohibits discrimination in terms and conditions of employment on the basis of race, sex, national origin, color, religion or disability.



*Office of the City Manager
Amanda C. Jarratt*

February 9, 2024

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: Social Services Building

Background Information

Renovations to the new Department of Social Services building are nearing completion and staff is anticipated to transition into that building in April of 2024. The previous instruction from City Council was to demolish the existing building and construct a parking lot to expand parking options on that end of Main Street. Due to the length of the time associated with the construction process staff is seeking affirmation of those next steps.

Needed Action

Provide direction to staff.



*Office of the City Manager
Amanda C. Jarratt*

February 7, 2024

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: City Manager's Report

General Updates

- Staff continues to work on the various capital projects approved by City Council.
 - Kimley Horne has been hired to navigate the HUD Grant process as mentioned in the previous City Council meeting. Our preliminary HUD package has been submitted to HUD and has been referred to final review. HBA has been procured as the architect and the kick off meeting was held on January 3, 2024. Survey work is almost complete. Conceptual design is underway.
 - The staff committee for the courthouse renovation project will consist of Chief Steve Patterson, Chad Edwards, and Lin Darden. The judges, Clerk of Court, and Sherriff's Department in addition to other stakeholders will be consulted throughout the design process. Final conceptual plans are complete and architectural plans will be under development soon.
 - The staff committee met regarding Riverwalk Park.
 - The kayak design is underway. Survey is complete for the kayak launch additional area. We will incorporate this into the site plans.
 - Kayak launch design underway.
 - Flood study (no-rise study) underway. Not all bridge crossings requested from City are available. Awaiting completion of kayak launch to update.
 - At the moment we're currently awaiting the final site plan and kayak launch design before we can move forward with the Joint Permit Application for the VMRC and Corps permits. Once we have the final design in hand, we can prepare the required impacts mapping and update details relating to the VMRC component of the application. It should take us around 2 weeks to finalize the application after the plans are received.
- Staff continues to work with DHCD and Kimely Horn on the Laurel Street CDBG Grant. Client intake and income verifications have begun and contracts are about to be issued. There may be a funding shortage so the Management Team is investigating other sources of funds potentially including HOME Funds.
- Staff continues to meet with regional partners to discuss next steps on the regional radio system as well as violence and crime prevention.
- Three responses were received for the Franklin Southampton radio project and they are currently under review by the review team. Interviews of those firms are being scheduled for the first week in January.
- Staff continues to work with Court Services and our other locality partners for both short and long term solutions to the juvenile detention situation. An RFP to procure an architect to design a potential expansion of Western Tidewater Regional Jail. Mosley Architects has been selected to assist the Western Tidewater Jail Board to conduct the necessary feasibility study. A kick off meeting with Mosely was held on November 20th.

- The Great American Cleanup is scheduled for March 22nd and 23rd in Hampton Roads. Each year over 1,000 volunteers team up to clean up Hampton Roads for the regional two-day event. Volunteers from military commands, local businesses and non-profits join forces with private citizens across Hampton Roads to rid the land and water of litter, tend community gardens and improve public parks. Since 2019, volunteers have cleared more than 196 tons of litter from our environment. Staff would like to organize and register the City of Franklin for the Great American Cleanup.
- My last day with the City of Franklin is March 26th. I am working with the staff and City Council on a transition plan and to finalize the FY 25 budget.

Upcoming Community Events

- April 20th – Spring Fest & Farmer’s Market Grand Opening
- June 20th – Third Thursday Concert Series
- June 22 – Juneteenth Cultural Celebration
- July 3rd – Independence Day Celebration
- July 18th – Third Thursday Concert Series
- August 15th – Third Thursday Concert Series
- September 19th – Third Thursday Concert Series
- September 27th – Food Truck Rodeo
- September 28th – Franklin Fall Festival
- October 24th – Downtown Trick or Treat (Boo Bash)
- November 9th – Holiday Open House & Craft Fair

DELINQUENT MEALS & LODGING TAX REPORT AS OF FEBRUARY 5, 2024

FOR DECEMBER 2023

(DUE JANUARY 20, 2024)

MEALS TAX

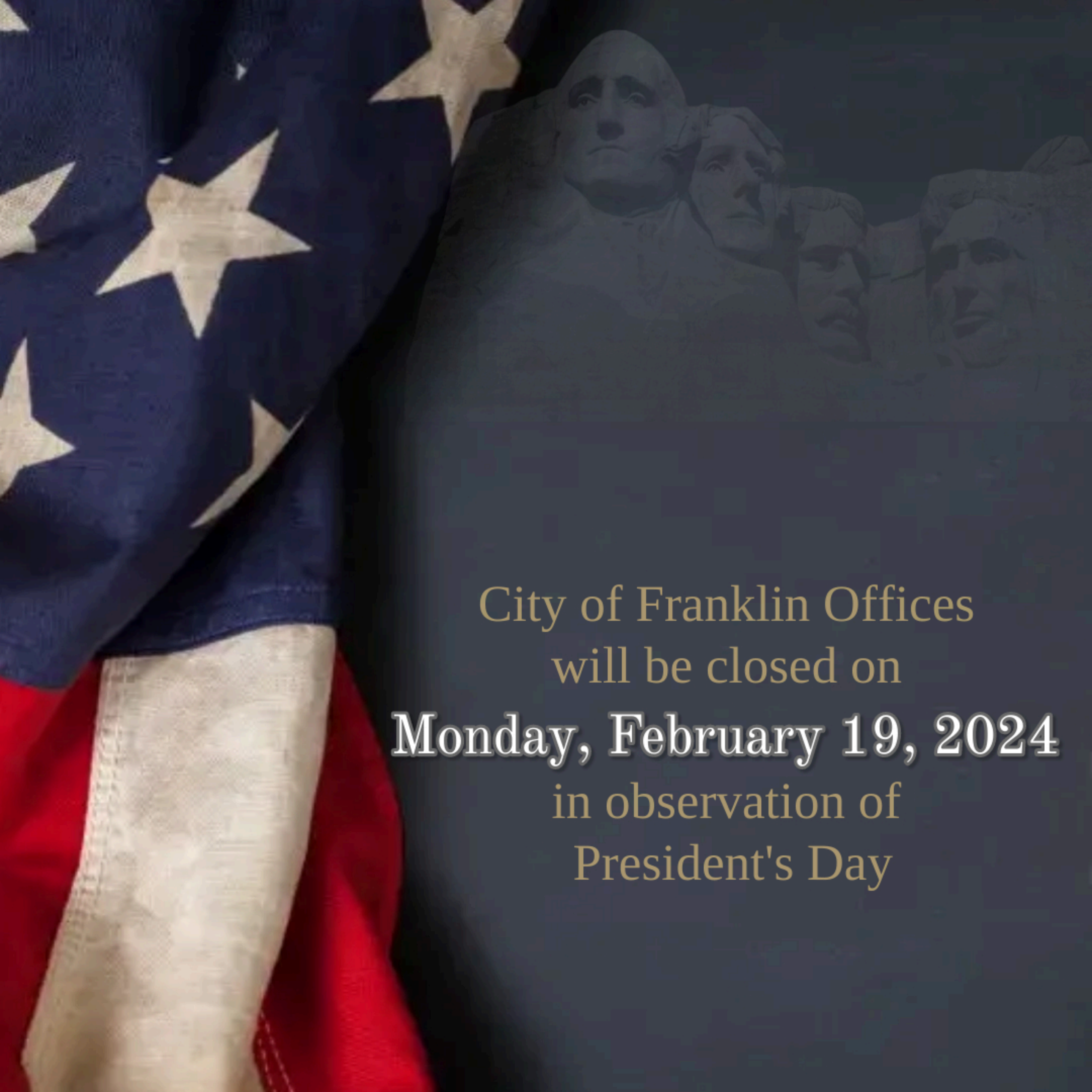
BUSINESS NAME:	MONTH DELINQUENT:	TOTAL MONTHS
FRANKLIN HOMETOWN PHARMACY	DECEMBER 2023	1
FRANKLIN'S SEAFOOD & STEAK HOUSE	DECEMBER 2023	1
FROM ME TO YOU TREATS FROM THE HEART	DECEMBER 2023	1
JAI SHREE KRISHNA /FRANKLIN BOWLING CENTER	DECEMBER 2023	1
TASTY HUT/PIZZA HUT	DECEMBER 2023	1

WE ARE HAVING ISSUES WITH THE MAIL GETTING HERE ON TIME

LODGING TAX

BUSINESS NAME:	MONTH DELINQUENT:	TOTAL MONTHS

ALL LODGING TAX RETURNS ARE CURRENT

The background of the image features a close-up of the American flag on the left side, showing the stars and stripes. On the right side, there is a faint, semi-transparent image of the Mount Rushmore National Memorial, showing the faces of the four presidents carved into the rock.

City of Franklin Offices
will be closed on
Monday, February 19, 2024
in observation of
President's Day

PRESIDENT'S DAY **HOLIDAY TRASH PICKUP**



CITY OF FRANKLIN OFFICES WILL BE CLOSED
MONDAY, FEBRUARY 19, 2024

MONDAY'S TRASH ROUTE WILL BE PICKD UP ON
TUESDAY, FEBRUARY 20TH
ALONG WITH TUESDAY'S ROUTE.